



Approved Minutes
Historic Preservation Board

(Approved on Oct. 23, 2014. Motion made by Wendy Mack-Allred and seconded by Laura Schaffer-Metcalf).

Date: September 25, 2014

Time: 6:00 p.m.

Location: 57 E. First Street, Lower Level Council Chambers

Members Present	Members Absent	Staff Present	Guests
Jim Taylor, Chair Wendy Mack-Allred, Vice Chair Bernard Dawson Laura Schaffer-Metcalf Janice Gennevois	Dane Astle	John Wesley Kim Steadman Rebecca Gorton	Vic Linoff Donna Benge Julian Cheroske, Applicant

1. Call meeting to order
2. Approval of the August 28, 2014 minutes

Board Action: The August 28, 2014 minutes were unanimously approved with amended change to item 3, paragraph 9 to replace "eaves" with "shingles".

First Motion made by Board Member Gennevois and seconded by Board member Shaffer-Metcalf.
Motion carried 5-0.

3. Consider and take action on an appeal for a certificate of appropriateness/historic clearance (PLN2014-00308) for addition and modification to an existing non-contributing property located at 560 N. Macdonald in the Evergreen Historic District.

Staff member Kim Steadman introduced Julian Cheroske with the Arizona Energy Savers as applicant to 560 N. Macdonald. Mr. Steadman discussed the concerns of the board with the applicant and had asked Mr. Cheroske to revise the project to reflect a better fit with the neighborhood and to present the changes to the board. Mr. Cheroske provided the board with a brochure outlining the product that the homeowner wishes to use. The size of the porch had not been revised and Mr. Steadman stated that he is still concerned about the length and uninterrupted look of the front porch. Mr. Steadman suggested some offsets which would help break up the front portion of the patio cover.

Mr. Cheroske stated that the homeowner desires to add the patio cover to provide some shading on the front of her home and to provide a covered area to sit under. The product the owner wishes to use is maintenance free, lifetime warranted product made to look like wood. The product comes in several designs and colors. The applicant was asked which color and style of end cap they intend to use. Mr. Cheroske stated that it would be the same color that was used in back of the home and would match the neutral color of the house. Mr. Cheroske stated that he has other types of plans if this is still the concern of the board.

Board member Schaffer-Metcalf asked what the overall goal of the lattice style is. Mr. Cheroske stated it is for the owner to be able to enjoy the front of the home to sit and be protected from the sun and elements. Vice Chair Mack-Allred confirmed that the owner wishes to use a lattice style cover. From the brochure presented to the Board members, Board member Gennevois asked Mr. Cheroske to point out which style the homeowner wanted to use. He stated that the closest look would be the Open Style. Vice Chair Mack-Allred confirmed with the applicant that the floor of the patio is made of pavers.

Staff member Steadman pointed out that on the same page that shows the open style that the style of beams that are scalloped could be used and would accomplish some of the different levels to break up the length of the structure. Board member Gennevois stated she feels that the look is very modern and the style on the last page of the brochure appears to be more in the Arizona historic style. It was suggested that the use of the scalloped end pieces would be more in style with the neighborhood.

Chair Taylor stated that in the staff report, Mr. Steadman and Mr. Wesley found that the twelve foot length hides the house. Mr. Wesley said they still have a concern about the length of the patio cover as there are no other ones like that in the neighborhood. Mr. Taylor asked Mr. Wesley if he would change his position for denial if the dimensions of the patio cover were to be reduced. Mr. Wesley stated that staff would want to see more design characters and shorten the length by 50-60% in order to approve.

Mr. Steadman clarified that the depth of the patio includes the overhang from the roof so the patio does not extend the full twelve feet from the house. Mr. Wesley stated that there are three offsets to the house which may give some indication as to where to break up the length of the patio. Mr. Wesley reminded the board that Chair Taylor reviewed the Secretary of Standards last month which was referencing the depth from the street to the structure. Jim Taylor stated that a couple of the issues from the Secretary of Interior's standards are that of spatial relationships and scale which describe changes in the depth from the street to the structure. Because it is not a contributing structure, Mr. Wesley stated that we can allow some modifications as long as it does not distract from the neighborhood

Chair Taylor asked Mr. Cheroske if the homeowner would consider scaling back the length of the patio cover by 50–75%. The requested length remains an issue and sets a new precedent in the neighborhood. The applicant stated that he will contact the owner and discuss this with her. Board member Schaffer-Metcalf stated that the computer simulated drawing of the house appears to have three sections. The southern section would be approximately 10'x22' which may help to determine the length to build the cover.

Chair Taylor stated that the board is not ready to overturn the staff decision to deny the application. Mr. Wesley stated if the board would provide direction for staff to work with the applicant they may be able to come up with an agreed plan. The application would not need to come back to the board unless staff and the applicant cannot agree on a solution. Jim Taylor wanted to address the size and asked the board if they feel the largest rectangle would be considered an acceptable size. Board member Gennevois stated that she is comfortable with the use of the new materials even if they are not original and maintains she is *not* comfortable with the full length.

Staff member Steadman handed out additional designs provided by the applicant showing several options where the patio cover steps back and asked for comments from the board. Board member Schaffer-Metcalf stated she is still in favor of not going the full length and would agree to have the cover extend to the first offset. Mr. Cheroske stated that the second area that bumps out is where the entrance to the door is and asked that the board approve the length to include the front door. The board agreed to the porch extending from the south end of the home to the front door.

Board Action: To support the denial of the Certificate of Appropriateness as written and to allow staff to work with applicant to make design modifications of the patio to extend from the driveway to the front door and to allow the use of modern material.

First Motion made by Board Member Schaffer-Metcalf and seconded by Vice Chair Mack-Allred. Motion carried 5-0.

4. Discussion of opportunities for involving students in historic preservation; Review 2015 writing contest flyers and information

Board member Schaffer-Metcalf presented the board with an update to the 2015 writing contest. Ms. Schaffer-Metcalf stated that she met with Michelle Dahlke and John Wesley to get up to speed with where they were and how they want to move forward. One of the ideas discussed was to provide the teachers with a lesson plan aligned to state standards outlining the contest. Teachers have a lot to do and with a lesson plan already prepared, the teacher may be more inclined to assign the writing. She stated that Mr. Wesley and Ms. Dahlke liked the ideas and she is asking the board if they feel there is enough time to add this "off the shelf" lesson plan at this late date. To prepare the lesson plan she would need to contract or consult with an English teacher to assist in the preparation to meet the required state standards.

Ms. Schaffer-Metcalf stated that in the new Arizona College and Career Ready Standards a lot of student work is being published. Teachers will be more inclined to have their students participate if parents can log on to see their student's essays. Board member Schaffer-Metcalf stated that there is now an online publishing program for students that can upload their papers and view their documents. Board member Gennevois suggested adding to the statement on the contest rules and application a note indicating that the Board may also post the essay on line and to add parent approval.

Chair Taylor said they are good ideas but is concerned they may be too ambitious at this stage and may be good to work on for next year. Mr. Taylor stated that one of the objectives was to expand the program this year to have already begun. It was decided that the contest will be launched in the traditional form as in the past and next year the Board will prepare earlier in order to assist teachers with lesson plans.

Ms. Dahlke provided her contacts at the schools and Ms. Schaffer-Metcalf plans to extend to other schools such as charter schools and home and private schools. There was discussion on inviting students from the virtual schools in the area, however some of these students may not be residents of Mesa and would not be eligible to participate. Mr. Wesley stated that the student may still participate on their own as they may find out about it through local publicity. It was decided that the virtual schools will not be contacted.

The topics were chosen at the May, 2014 meeting and the Board agreed to stay with the Life and Times of the Hohokam Indians and the Mesa Grande. Mr. Taylor asked Board member Schaffer-Metcalf about public outreach and Ms. Schaffer-Metcalf stated that she will put together a packet with information that will need to be sent to every principal of each school and the other private smaller schools. Board member Schaffer-Metcalf would like to work with the Public Relations Department at the City, the library and reach out to Channel 11 and Channel 3. Ms. Schaffer-Metcalf will also reach out to Councilmember Luna who is the Director of the Mesa Public Schools Channel 99 Educational Television.

Chair Taylor stated that he agrees we need to act on this very quickly and asked what does she need from the Board. There was discussion as to what deadlines would work and when the essays need to be postmarked. Mr. Wesley suggested that February 15, 2015 could be set as a deadline if it does not fall on a holiday. This would give the board time to read the essays, make the decision at the March meeting and present the awards at the April Council meeting. It was also discussed and decided by the board to include a statement that the essay may be published on line and to add a parental release.

Mr. Wesley confirmed that the board is in agreement with the monetary award to stay the same as previous years. He reminded the Board that there is not a budget for the awards and in the past they have relied on someone donating the prize money. Vice Chair Mack-Allred indicated that she and her father would like to donate again this year. Board member Gennevois suggested volunteers could raise money by participating in a car wash or have a bake sale. Ms. Schaffer-Metcalf suggested corporate sponsorship to fund prize money. Ms. Schaffer-Metcalf will be the contact person for the teachers and principals and Chair Taylor asked Board member Schaffer-Metcalf to keep him and the Board informed as the contest progresses.

5. Review and discuss and take action regarding the proposed Heritage Neighborhood Recognition Program

Mr. Wesley presented the refined document to the Board. Staff has received positive feedback from some of the neighborhood groups and continues to collect ideas to improve the document. The fundamental idea has been supported by everyone. On Tuesday, Mr. Wesley met with the Washington Park group and they are excited about the program. Although he has reminded the group it is not approved yet, they already voted to apply for the program. Mr. Wesley stated that if the board is ready to make a recommendation, it can be put on Council agenda late October or early November to be considered and take action.

Chair Taylor asked what other neighborhood groups that Mr. Wesley spoken to. Mr. Wesley stated that he has spoken with Mark Freeman and Mr. Rolland Shill, who are the historic preservation representatives of the Lehi district as well as the West Mesa CDC and groups from the neighborhood

outreach. Mr. Wesley stated that the emphasis of the program is to sustain the social and cultural history of the neighborhoods. One of the reasons we are developing this program is that as we see more physical changes to neighborhoods it recognizes the role a neighborhood has played in the development of Mesa and its history. The people that are connected with these neighborhoods talk about its history with great passion.

Board Action: To accept the Heritage Neighborhood Recognition Program as written and prepare to present to City Council for approval.

First Motion made by Vice Chair Mack-Allred and seconded by Board member Dawson.
Motion carried 5-0.

6. Discuss and plan for Historic property owner's Open House in the fall

Board member Gennevois spoke with Cynthia Dunham of the West Mesa Community Development Corporation (CDC) to discuss plans for the Open House. The work on this has been slowed while the City determines exactly what needs to be accomplished in these meeting.

John Wesley stated that the CDC was initially working with the City in the Building a Stronger Neighborhood program. They have done a lot of work around the City and the neighborhood outreach program wants to take it a bit further by working with neighborhood leaders to bring them together for training. There may be some federal funding for the CDC to put this on this leadership program and they are working that out. This may not fit exactly with what the HPB wanted to do with the idea of an Open House.

The CDC is still interested in working with the Board to bring more of the general neighbors together. Mr. Wesley feels that as we move forward, we may need to find a different event to help publicize the role the historic districts play in the City. Chair Taylor stated that he wants to continue to stay in contact with them but this may not be the type of format we had in mind. There are numerous other downtown events occurring that we could plug into if the setting is right. Mr. Taylor asked that the members to continue to look for other opportunities to promote the Board. Mr. Wesley feels that we can continue to work with Ms. Dunham and see if there are other ways to promote the Board. Ms. Gennevois asked if she would send a follow up email and Mr. Wesley suggested that the three of them meet soon.

7. Discuss and approve 2015 meeting dates to include possibly changing the day of the month that the Board meets.

Mr. Wesley stated that staff originally looked at changing the board meeting date to Wednesday, however it was discovered that the meeting room was unavailable. The room is available on the first or fourth Tuesday of each month and staff is asking the Board if there is agreement for either of those days. It was agreed that the first Tuesday of the month will work with the board members. Ms. Gorton will proceed with making arrangements in order to confirm the meeting date change starting with 2015. The next meeting dates remaining in 2014 will be October 23 and December 11 to combine November and December dates.

8. Discuss and approve letter to Councilmember Scott Somers regarding GM water tower

Chair Taylor stated that he has been on an active campaign of outreach and introduction to various individuals in the community. Mr. Taylor read in the paper that Councilmember Somers had made a noble effort to save the water tower at the GM proving grounds and had made some positive statements in the paper about the importance of the history of Mesa. Chair Taylor wanted to introduce the Board members to Councilmember Somers and extend appreciation of his support. He has drafted a letter to Councilmember Somers and is asking everyone to sign the letter. Board member Dawson stated that he has read the letter and asked if the article stated what Councilmember Somers had in mind to restore the water tower. The letter stated that the Board hoped that after his term is complete, Councilmember Somers would continue to support the Historic Mesa and attend a meeting and speak. The Board was in agreement to sign, sealing and sending the letter as written.

Board Action: To accept the letter as written of September 25, 2014 to Councilmember Scott Somers that the board approves, signs, sealing and delivering the letter.

First Motion made by Vice Chair Mack-Allred and seconded by Board member Gennevois.
Motion carried 5-0.

9. Discuss strategies for obtaining a full-time Historic Preservation Officer

Chair Taylor stated that he wants to begin brainstorming with the Board in strategizing ideas of how to obtain a full time Historic Preservation Officer in the City of Mesa. He stated that Mr. Wesley is filling multiple roles and one of those is the interim HPO. The City of Mesa had a HPO and as one of the requirement to maintain the CLG status is to have a HPO. Mr. Taylor stated that City staff does read the minutes of our meeting and the Chair wanted to bring it up and to have it as a recurring agenda topic. Essentially the Board must convince City Staff and the powers that be that it is necessary to have a full time HPO and to allocate budget money for this need.

Mr. Wesley discussed budget issues for the City and stated that they are still tight with being behind with projected revenues. The next budget cycle has begun to be discussed and by early January all department budget recommendations will be in place. Mr. Wesley stated that this is a good time to begin justifying the need for a full time Historic Preservation Officer and the more the board can justify the need that would support the overall mission of the city, economic development and neighborhood maintenance the better.

Board member Dawson asked how much time is dedicated to the Historic Preservation and Mr. Wesley responded that he, Kim Steadman and Wahid Alam carry out the bulk of the work. Combined they spend approximately forty hours a week, mostly focusing on the Certificate of Appropriateness applications. Mr. Steadman stated that there is a bulk of work that is not being done such as organization of the files, updating historic documents, obtaining grants for projects. Staff must rely on the board to help accomplish these tasks.

There was further discussion of possibly obtaining an intern, temporary employees, an HP Specialist, applying for grant money to pay salary, or a Historic Preservation Planner who would be able to provide assistance as a planner as well. Mr. Wesley stated that he has thought through these ideas and felt it would be better to pursue a full time HPO. As Mr. Wesley has worked more with the HPB, he sees the justification for a full time HPO more now than there was earlier. Now we have more neighborhoods interested in becoming Historic District and more neighborhoods need a watchful eye on what is happening in them. Vice Chair Mack-Allred stated that now homes are being bought that perhaps had been foreclosed on and homeowners are requesting to update and make changes. Board member Gennevois feels this is an important full time position and it is our duty as the board to pursue it.

Mr. Wesley stated that if the Board takes a few months to research the needs and draft a letter supporting the need for the position and benefits to the City, that at the December meeting it can then be presented for the budget process. Chair Taylor asked who the letter would need to be addressed to and Mr. Wesley stated to the Mayor and Council. Board member Schaffer-Metcalf said she went to the swearing in of Mayor Giles and stated that she believes that his childhood home was historical and may be supportive of the Historic Preservation Board. There is no need for a motion at this time and a draft will be presented for review at the next meeting.

10. Discuss status of efforts to establish historic district(s) or landmark(s) for:

a. 2nd Avenue and Pasadena

Vice chair Mack-Allred shared that she is waiting for the guidelines on requirements for the record keeping. John Wesley announced that the deadline for receiving bids is October 6 at 5:00 pm.

b. Federal Building

Chair Taylor stated that he and Board member Gennevois met with Ron Peters for a tour of the building. He felt that it was very informative and now has a better understanding of the history of

the building. Mr. Taylor has sent a letter thanking Mr. Peters for the tour. Board member Gennevois stated that it was very interesting and described some of the history of the building for the other board members. Some of the current plans are to remove the ADA ramp and to make the building to look like one seamless building. The wood floors inside could not be restored and the plan is to add a subfloor made out of modern metal material. There will be areas where the original tile work will be visible through glass panels. The basement will continue to be used as storage for the Dinosaur Museum.

Mr. Taylor added that the plan for the building is to be the home of the Mesa Historical Museum. The project stopped as far as the abatement of asbestos and appears nothing is more is happening at this point. Chair Taylor met with the City Manager, Chris Brady on September 18th and one topic of discussion was the status of the Federal Building and Buckhorn Baths. It appears that the cost of the project was more than the original bid which slowed the project. The City is waiting for all of the funding to be in hand before continuing with the project. There is competition for the same money to be used for Buckhorn Baths and it is possible the Museum will be in the building by 2016.

c. First United Methodist Church

The church has received the Historic Landmark status. The press release has been done and a certificate and letter have been provided to them as well as one for the Ponderosa II. This will be a standard procedure for any Historic Landmark approved through this office.

d. Buckhorn Baths

Chair Taylor also spoke with the City Manager, Chris Brady, about the status of the Buckhorn Baths. The City Manager assured Mr. Taylor that his office is very interested in the preservation of this property. It appears that the final step will be an accounting of the inventory and a final disposition of the inventory. Mr. Tom Wilson and Jerry Howard from the Museum of Natural History have been working on completing the inventory. It is Mr. Taylors' understanding from Mr. Brady that they are still negotiating with the family as to who is keeping what. Board member Schaffer-Metcalf asked if there would be an opportunity for a tour. Chair Taylor stated that he has attempted to receive a tour for some time and does not know if there would be one anytime soon. Mr. Taylor stopped by the property earlier and there appeared to be activity and was not sure if there was anyone living there or not.

e. Citrus Growers Building

Mr. Wesley stated that there is a group that continues to be interested in pursuing the purchase of the property and he is meeting with them on Monday to discuss their plans. The property is in escrow and it appears that there may be some manufacturing.

f. Downtown

Mr. Vic Linoff stated that it was interesting to hear the Mayor at his swearing in speech talking about the future of the downtown and he appears to be very supportive. Mr. Linoff is working with one of the property owners and hopes to have a meeting in October with as many owners of the downtown as he can get together. He stated that all of these matters are complex and it gets frustrating that they have not seen a resolution yet. It was clarified that when Mr. Linoff says "we" he is speaking of the Mesa Preservation Foundation. As Mr. Linoff is the one that is undertaking this effort, the first contact of this type of meeting is best conducted outside of the city.

Chair Taylor has initiated contact with several groups that are interested in the downtown area. In January David Short, president of the Downtown Mesa Association, came to speak to the board. Mr. Taylor has extended a letter and invitation for Mr. Short to attend a meeting and speak again. The Board is very interested in what is going on in the downtown area as it may become a historic district. Also, he has also sent a similar letter of introduction to the newly formed Downtown Visioning Committee, formed by former interim Mayor Finter. Chair Taylor does not know a lot about this group but they were appointed to rejuvenate the downtown area. He asked Board members to tell everyone that we are here and want to help the area when anyone speaks about the downtown area. He received a response back from the Chair of the committee, Jo Wilson who works at Benedictine University. She was Mesa Woman of the Year in 2010 and has been an educator for 40 years. Mr. Taylor read the response from Ms. Wilson.

11. Update on the historic highway signage for former US Highways 60, 70, 80, and 89 on Main Street

Vice Chair Mack-Allred has recently submitted for five grants. To date she has received only one response which was rejected. The applications are through the Mesa Foundation Preservation. She has not heard back from the other four as it has only been a week and a half to ten days. Chair Taylor stated that this is something that a full-time HPO could pursue and it is now being done by volunteers.

12. Updates on Museums, Exhibits, Committees and Events related to Historic Preservation

Chair Taylor stated that the Arizona Historic Preservation Conference has been announced and will take place May 13–15, 2015. In the past the City of Mesa has paid the registration cost for Board members to attend, and each individual is responsible for their lodging and travel. He mentioned that for those that would like to sign up, he recommends going to www.azpreservation.com and sign up to receive notices. It is a fantastic opportunity and this year it is at Northern Arizona University in Flagstaff. Board member Schaffer-Metcalf asked if this could be an opportunity to give a presentation as additional publicity. Mr. Wesley stated that at some point they will be soliciting ideas for workshops and there may be an opportunity to present papers at the Conference.

There was discussion regarding the involvement of volunteers for the preservation study on 2nd Avenue and Pasadena which was mentioned in the last month's meeting minutes. Board member Schaffer-Metcalf suggested some resources from the schools. She suggested the possibility of using students as volunteers from a small school within her district that has a library across the way. Ms. Schaffer-Metcalf has discussed this with the Superintendent and the Principal. As more information comes up, the students could be used to do some volunteer research work, writing, narratives, and other projects. Mr. Wesley informed her that there will be further discussions of how many volunteers and in what capacity they could serve after the bid is awarded and the consultant chosen. Chair Taylor clarified that the students/volunteers would be working with the consultant. Mr. Wesley stated it is anticipated the grant money would pay for scope of the work by the consultant and the local match will be used with volunteer hours. The hiring of the consultant needs to be done first and see what their plan is and how volunteers would best be used.

13. Board Member comments, questions, and future agenda items

Donna Benge announced the opening of the new exhibit at the Museum of Natural History the following evening and invited everyone to attend. The exhibit is named "Ancient Americas". The Museum has received over three million dollars of artifacts from all over the world. The opening is from 6:00 pm – 8:00 pm at the museum.

Chair Taylor asked if it would be possible for the supplementary materials to be posted on the website with the minutes and agendas. Mr. Wesley stated that staff will look into doing that. He asked the board members if staff could provide future meeting materials to the Board in electronic version only and no longer provide hard copies. The Board agreed that this will be acceptable and Board member Dawson asked if the materials could be sent sooner. Some Board members will bring their own laptops or iPad and print out copies for themselves if they desire.

Chair Taylor stated that he asked for the background and resume for all Board members. Mr. Taylor was asked by the City Manager to tell him about each member's background and Chair Taylor felt he did not know enough about each member. Mr. Taylor stated that there is a lot of knowledge and expertise within the Board and can now speak about them when he meets people.

James Taylor also wanted to go on record to thank Ms. Gorton for all the work she has done. Chair Taylor stated that he has recently been sending out correspondence to increase the visibility of the board and Ms. Gorton has been quick with the turn around. He also stated that the minutes are great and appreciates the details.

14. Adjournment

Chair Taylor adjourned the meeting at 8:03 pm.

First Motion made by Board member Dawson and seconded by Board member Schaffer-Metcalf.
Motion carried 5-0.

Supporting data is available for public review in the Planning Division,
Municipal Building, 55 N. Center St., Mesa, Arizona 85201

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